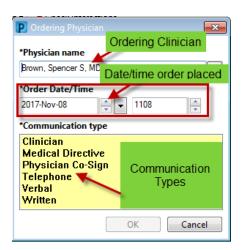# Ordering Physician Window

As soon as you select an order the "Ordering Physician" window opens. This window will not display for Physicians.



**Physician name:** Search and select the name of the physician who has requested the order

- All **medication, diagnostic imaging**, and **laboratory orders** require a **physicians name** as part of the order.
- **Provider, Nursing; Provider, Allied Health; and Provider, Clerk** may be entered in the Physician's name box when the provider is entering an order that is within his/her scope of practice.

**Order Date and Time:** Accept the default of "Today" and "Now"

**Communication Type:** Needs to be selected.

What communication order do I select?

| Name | Examples | Does it go to the Physician's Message Center? |
|---|---|---|
| Clinician | • When entering an order within your scope of practice ( Care of perpherial IV PowerPlan) | No |
| Medical Directive | • When  Medical Directive is used | No |
| Physician Co-sign | • When the physician needs to be aware of a communication order or GOP or suggestion for orders | Yes |
| Telephone | • When entering telephone order | Yes |
| Verbal | • Wnen entering a verbally order (should used only in emergency situations) | Yes |
| Written | • When transcribing a written order into the computer<br>• When entering an order initially placed as a communication order<br>• When cancelling and reordering Lab or DI order due to CPOE order entry error. (ex. The lab order was placed using the wrong collection priority) | No |

.

- It is important to select the appropriate **communication** type based on the order that is being entered.
- If all of the orders being entered have been ordered by the same doctor, as long as you stay in the patients chart, you will only need to provide the "Ordering Physician" once
- Always review the ordering physician name for each order prior to signing.